

Date: Wednesday, June 9, 2004
 Member Present: D. Batsie, D. Boucher, R. Chase, L. Delano, S. Diaz, S. Latulippe, P. Marcolini (Chairman), D. Palladino, R. Petrie, S. Stewart-Dore, J. Wellman,
 Absent: M. Barter, K. Bates, J. Caron, B. Chamberlin, D. Cornelio, B. Davis, D. Gilman, P. Plumer, K. Pomelow, D. Russell, B. Zito
 Guests:
 Timekeeper:
 Scribe: D. Corning
 Meeting Opened at: 0905

TOPIC	DISCUSSION/ACTIONS TAKEN	FUTURE ACTION
1. Introductions	1. No introductions were necessary.	1. No action items necessary.
2. Ratification of Minutes	2. Motion: To accept the April 14 minutes as presented. (Palladino/Batsie) Passed	2. No action items necessary.
3. Staff Report	3. The following pertinent topics from the Operations Committee meeting were reviewed: ✓ Airway Module – Project Management, tasks, responsibilities are all being developed. How it will be rolled out, whether or not it will be mandatory or optional, and whether or not it will be provided like a CEH class, are all details yet to be finalized. ✓ The Operations Team reviewed the CBO's and is continuing to make minor changes. This should be referred back to the Education Committee by our September meeting.	3. No action items necessary.
4. Old Business	4.	4.
a. Domestic Assault Recognition Training	a. The Committee reviewed the PowerPoint material and handouts provided by Kate Farragher and made some recommendations for changes. Dwight will contact Kate to have her and her colleagues review our recommendations.	a. Dwight to refer our recommendations back to Kate.

- 5. New Business:
 - a. Develop an I/C Ethics Statement
- 5.
 - a. Dan Palladino handed out several examples of Code of Ethics statements. Discussion was held on whether we should be developing a Code of Ethics for I/C's, or is this something that should occur between the employee/employer. Paula Marcolini and Dan Batsie will review what is currently in our MEMS Rules, our current I/C program, and other Code of Ethics statements and will draft a Code of Ethics statement for our next meeting.
- 5.
 - a. **Paul Marcolini and Dan Batsie** to develop a draft for discussion at next meeting.

The meeting adjourned at 10:35.

Next Meeting: September 8, 2004.